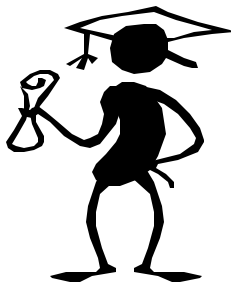


REVIEW OF INTERVIEW AND SELECTION



If you are a CMS certified interviewer, you may wish to attend this training to review the techniques for interview and selection. During this one day program, we will:

- ♦ Review the process for conducting a structured interview
- ♦ Conduct a case study for an interview situation
- ♦ Provide opportunities for questions and discussion

**Visit our website at
www.state.il.us/cms/2_servicese_edu/
and click on the “Course Schedule” link
for current class dates, times, and
locations.**

***Please note! Bring your
Interview & Selection manual.***

Reserve your place for this workshop by contacting your training coordinator or faxing your registration form to:

Central Management Services
Agency Training Section
FAX # (217) 558-0048

Registration closes seven calendar days prior to each class. Because seating is limited, register early. Classes with less than ten registrants will be canceled.

CMS/Bureau of Personnel
Technical Services &
Agency Training and Development
Larry Plummer, Division Manager
Bonnie Craig, Section Manager
500 Stratton Office Building
Springfield, IL 62706
(217) 524-8700